

## Responses to Questions:

### Delta Regional Authority Regional Development Plan III

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**Q: Are members of the Delta Leadership Institute eligible to apply?**

A: For eligibility guidelines, please refer to RFP sections 1.3 and 3.8. As stated in RFP section 1.3:

*Respondents must be professionals or entities with demonstrated expertise in economic development.*

As stated in RFP section 3.8, respondents must provide the following information pertaining to eligibility:

- a. *Evidence of the respondent's qualifications and credentials in terms of proven successful experience in multi-state strategic planning,*
- b. *Evidence of the respondent's qualifications and credentials in terms of proven successful experience in ensuring that "local voices are heard" in planning processes. Also, respondent's experience in developing materials to be used in such public outreach and solicitation of public input should be included.*
- c. *Evidence of the qualifications and credentials of the respondent in terms of proven successful experience in forming sub-regional strategic coalitions and/or performing strategic planning processes,*
- d. *Evidence of the qualifications and credentials of the respondent in terms of proven successful experience in performing regional, state-level and sub-regional research and analysis, particularly in the context of assembling disaggregated data into larger and more-usable groupings.*

**Q: There is a mention of three references and three letters of recommendations. Can they overlap?**

A: Yes, the three references (individuals) listed can correspond with the three letters of recommendation provided in the proposal, as required in RFP section 3.7. Please ensure that the materials speak to a total of at least three different professional experiences.

**Q: This sounds very wide net – are projects at a local level going to be acceptable, or do they need to be parish or region oriented?**

A: Proposals submitted in response to this RFP must be region-wide in scope. The purpose of this RFP is to update the DRA's region-wide strategic plan which will help direct the DRA's priorities and investments throughout the entire Delta region, as stated in RFP section 1.1:

*The RDP III will also integrate DRA's collaborative work with its various partners, including local and regional stakeholders, community organizations, non-profit and philanthropic organizations, and federal agencies. The RDP III will ultimately become the DRA's updated five-year comprehensive strategic plan and will set actionable guidelines, priorities, strategies, and benchmarks for the DRA as it continues its work to bolster the economic development of the Delta region of the United States.*

**Q: Will meetings with the contractor be held in Clarksdale MS, or another location?**

A: Meetings will be held in multiple locations, which may include, but will not be limited to, Clarksdale Mississippi. As stated in RFP section 1.4, there will be a region-wide kickoff event, as well as eight listening sessions held in each of the eight DRA states, and other performance review meetings:

*Region-wide kickoff event held in the Delta region with a listening session format. Event and coordination will be managed by the contractor and DRA Project Director, with DRA input, guidance, and staff support*

*Contractor will hold eight listening session events, one in each state. Events will be held and coordinated by DRA Project Director and the contractor, with DRA input and guidance*

**Q: Can we have a team including subcontractors?**

A: Yes. Be sure to include the subcontractors in the project organization and staffing section of your proposal as instructed in RFP section 3.9:

*The respondent shall include a section in its proposal that details the proposed project organization and staffing. This shall include all proposed personnel by job title and level of supervision.*

*Respondents shall also identify by name the person they propose for project supervisor (the project supervisor will work on behalf of the contractor in close collaboration with Ted Abernathy, the Project Director working on behalf of the DRA). The project supervisor shall not be changed without prior written approval of the DRA. The respondent shall include a resume or biographical information for the project supervisor, which details how the person is qualified for the position.*

*The respondent shall provide details of its intended project management and project control methods. These shall clearly explain how the respondent proposes to work in collaboration with the DRA Project Director to help manage the project, control project activities, report progress, ensure required staffing, relate and report to the DRA, respond to requests by the DRA and interact and coordinate with other relevant activities.*

**Q: Who did the DRA work with to complete RDP II?**

A: The DRA worked with TIP Strategies in Austin TX to complete the Regional Development Plan II.

**Q: Has a location been identified for the May 2015 region-wide kickoff event?**

A: A location for this event has not yet been determined. Once finalized, the location will be posted on [DRA.gov/rdp3](http://DRA.gov/rdp3)

**Q: Chairman Masingill gave out his cell phone number during the webinar. Could that please be repeated?**

A: Chairman Masingill's cell phone number is 501-772-9686

**Q: If a company is composed of multi-state board of directors, is that a problem?**

A: No, there is no problem with that. For eligibility criteria, please refer to RFP sections 1.3 and 3.8.

**Q: Will DRA require a larger non-minority consulting group to provide a subcontract opportunity to a small minority firm? As a small consulting company a project like this is probably beyond my individual capacity. However, I could work with a larger firm and support their efforts. Just curious if any such thinking is out there?**

A: No, that is not required in the RFP, however, there is nothing in the RFP eligibility requirements that that would prevent a smaller firm from working as a subcontractor with a larger firm. Please note that it would be up to the firms to identify such a partnership, and to submit one unified proposal, including a unified work plan and budget (refer to RFP section 3.11) and a coordinated plan for project organization, staffing and supervision (refer to RFP section 3.9).

For eligibility guidelines, please refer to RFP sections 1.3 and 3.8. As stated in RFP section 1.3:

*Respondents must be professionals or entities with demonstrated expertise in economic development.*

*DRA is soliciting competitive proposals because it has determined that this process best serves the needs and interest of the DRA and the public. No institution or person shall be discriminated against on the grounds of race, color, citizenship status, national origin, ancestry, gender, sexual orientation, age, weight, religion, creed, physical or mental disability, marital status, veteran status, political affiliation, or any other factor protected by law in consideration for an award*

*issued pursuant to this RFP. DRA is committed to the principles of equal opportunity and the elimination of all vestiges of discriminatory practices that might exist.*

As stated in RFP section 3.8:

*Respondents must be professionals or entities with demonstrated expertise in economic development. As stated in RFP section 3.8, respondents must provide the following information pertaining to eligibility:*

- a. Evidence of the respondent's qualifications and credentials in terms of proven successful experience in multi-state strategic planning,*
- b. Evidence of the respondent's qualifications and credentials in terms of proven successful experience in ensuring that "local voices are heard" in planning processes. Also, respondent's experience in developing materials to be used in such public outreach and solicitation of public input should be included.*
- c. Evidence of the qualifications and credentials of the respondent in terms of proven successful experience in forming sub-regional strategic coalitions and/or performing strategic planning processes,*
- d. Evidence of the qualifications and credentials of the respondent in terms of proven successful experience in performing regional, state-level and sub-regional research and analysis, particularly in the context of assembling disaggregated data into larger and more-usable groupings.*

Please note that all qualifications of the firms bidding will be considered during the selection process, and the DRA reserves the right to amend the RFP. As stated in the RFP section 4.6 on Terms and Conditions:

*The DRA may amend this RFP by issuing a notice of amendment prior to the opening of proposals. In unusual circumstances, the DRA may postpone a proposal opening in order to give sufficient time to respond to an amendment. The DRA reserves the right to request necessary amendments, reject any or all proposals received, or cancel this RFP, according to the best interest of the DRA. The DRA also reserves the right to waive minor irregularities in proposals provided such action is in the best interest of the DRA. Where the DRA may waive minor irregularities, such waiver shall in no way modify the RFP requirements or excuse the respondent from full compliance with the RFP specifications and other contract requirements if the respondent is awarded the contract.*

**Q: In addition to the RFP checklist, are there other consultant selection criteria that will be used by the selection committee?**

**A:** No. Selection criteria will be based on the eligibility of respondents, in accordance with the eligibility sections of the RFP. The RFP will be used by the selection committee as the single

guiding document to score the respondents. For eligibility guidelines, please refer to RFP sections 1.3 and 3.8. As stated in RFP section 1.3:

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**Q: Is minority participation on the consultant team part of the selection criteria?**

**A:** No, minority participation on the consultant team is not part of the selection criteria. Selection criteria will be based on the eligibility of respondents, in accordance with the eligibility sections of the RFP. For eligibility guidelines, please refer to RFP sections 1.3 and 3.8. As stated in RFP section 1.3:

*Respondents must be professionals or entities with demonstrated expertise in economic development.*

*DRA is soliciting competitive proposals because it has determined that this process best serves the needs and interest of the DRA and the public. No institution or person shall be discriminated against on the grounds of race, color, citizenship status, national origin, ancestry, gender, sexual orientation, age, weight, religion, creed, physical or mental disability, marital status, veteran status, political affiliation, or any other factor protected by law in consideration for an award issued pursuant to this RFP. DRA is committed to the principles of equal opportunity and the elimination of all vestiges of discriminatory practices that might exist.*

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**Q: In addition to the \$150K consultant contract budget, have other project budget items been determined or estimated? Will the overall project budget submitted in the proposal need to include total project cost (i.e. public meeting facility, advertising, publication, mailings, copies of plan, etc.?)**

**A:** Yes, the budget submitted should include total project cost, including all of the items listed above.

As stated in RFP section 3.11,

*The respondent shall submit an overall calendar-based work plan that summarizes the work and timeline. The respondent shall also create a budget for the entire project including any due dates, reports, milestones, etc. The work plan shall illustrate how the respondent plans the activities surrounding the execution of all phases of the development and completion of the RDP III.*

**Q: How has the entrepreneurial program worked in terms of numbers? How do you measure the success of the program?**

**A:** The Delta Entrepreneurship Program is a new program, therefore the DRA has not yet engaged in an evaluation process to measure the success of the program.

**Q: How have telcos and internet providers been included in the implementation of DRA programs?**

**A:** The DRA currently does not have any programs that specifically actively engage the region's telecommunications firms.